

Ordinance # 389

An Ordinance to establish an IT Policy.

BE IT ORDAINED by the Mayor and Council of the Town of Ashland City, that the city desires to implement an IT policy to standardize the workstation computers and laptops, and to standardize the city's network servers. Basically configuring the city as a whole and simplify the IT requirements. The benefits of this policy are to decrease the costs of single purchases, improve the efficiency, the consistency, and lower the personnel hours used to repair and maintain each computer.

FURTHER, the Mayor of the Town of Ashland City has appointed an IT Committee consisting of 3 or more of the city department heads plus the Mayor, to see to the needs of the city as a whole and from this point forward all departments are to confer with said committee before purchase of any computers or hardware equipment to include but not limited to printers, scanners and servers to keep with the before said plan.

WHEREAS, the city prefers to pay for capital projects on a current basis and to maintain proper departmental budgeting all computers and servers will be put on a 4 year rotation plan and the IT Committee will prepare the bid specifications.

FURTHER, the IT committee will be responsible for the procurement of any needed computers or equipment to maintain effective costs. The IT committee will compile a 5 year plan that will be updated on an annual basis during the month of January with costs associated for future technology improvement. As the Mayor and Council has always and will continue to be prudent with our public funds through close budget management 100% of the funds for these improvements will be set aside from the revenues received from our traffic school. The IT committee will offer in house training on the usage of new computers and Microsoft office software and other software when applicable.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Ashland City, Tennessee that the IT policy shall apply and be put into effect 20 days after the final passage of this ordinance the public welfare requiring it.

1st reading 11-8-11

Public hearing 12-13-11

2nd reading 12-13-11



Gary Norwood, Mayor



Phyllis Schaeffer, City recorder